



# **ADMINISTRATIVE STAFF & COUNCIL MEETING AGENDA PREP OUTLINE**

**SEPTEMBER 7, 2010**

**9:00 AM**

## **REPORTING & DISCUSSION ITEMS OUTLINE**

1. TOWN ATTORNEY QUESTION AND ANSWER SESSION - Attorney David Berman
2. TOWN ENGINEER'S REPORT – Town Engineer Jason Pool
3. MAYOR & COMMITTEE CHAIR UPDATE
4. ADMINISTRATIVE & DEVELOPMENT ACTIVITY UPDATE – Town Secretary K. Ritchie
5. MUNICIPAL COURT & CODE ENFORCEMENT UPDATE – Court Clerk J. Moudy
6. BUILDING & OPEN RECORDS UPDATE – Administrative Assistant J. Moudy
7. OCTOBER CROSS ROADS TIMES NEWSLETTER – Editor Jeanie Burch
8. REVIEW AND DISCUSS NEXT COUNCIL MEETING AGENDA – Mayor R. Schraeder

### **TIME AND DATE OF NEXT MEETINGS**

Comprehensive Planning Committee Meeting – Wednesday, September 8<sup>th</sup>, 7:00 pm

Park Board Committee Meeting – Tuesday, September 14<sup>th</sup>, 7:00 pm

Road Repairs Committee Meeting - Thursday, September 16<sup>th</sup>, 2010

Town Council – Monday, September 20<sup>th</sup>, 7:00 pm

Administrative Staff Meeting – Tuesday, September 28<sup>th</sup>, 9:00 am

Planning & Zoning Commission Meeting – Tuesday, September 28<sup>th</sup>, 7:00 pm

**A QUORUM OF COUNCIL MEMBERS MAY OR MAY NOT BE PRESENT. NO ACTION BY THE TOWN COUNCIL WILL BE TAKEN AT THIS MEETING.**

**POSTED September 3, 2010, 4:00 PM, BY K. M. RITCHIE**